



WEST VIRGINIA STATE FIRE COMMISSION

OFFICE OF THE STATE FIRE MARSHAL
1207 Quarrier St, 2nd Floor
Charleston, WV 25301
(304) 558-2191
www.firemarshal.wv.gov

Licensure for Fire Protection Workers

WVC § 29-3D & WVCSR §103-3 as of 07/01/2009

Type of License	Qualification Requirements
Fire Protection Layout Technician	NICET Level III required
Journeyman Sprinkler Fitter (Installs, adjusts, repairs, tests and dismantles fire protection systems. Supervises no more than 2 In-Trainings per Journeyman Sprinkler Fitter)	10,000 hrs of work experience & proof of passing the NITC West Virginia Journeyman Sprinkler Fitter exam (www.nationalitc.com)
Sprinkler Fitter in Training (May not work unsupervised)	Letter of good standing from employer & currently enrolled in an approved training program
Engineered Fire Suppression Systems Installer	2,000 hrs of work experience & certifications from all specific manufacturers authorizing the applicant to install, alter, extend, maintain or repair their systems
Engineered Fire Suppression Systems Technician	500 hrs of work experience & certifications from all specific manufacturers authorizing the applicant to maintain or repair engineered suppression systems
Pre-Engineered Fire Suppression Systems Installer	Certified by the respective manufacturer to install, maintain, alter, extend, maintain, layout or repair a pre-engineered suppression system
Pre-Engineered Suppression Systems Technician	Certified to maintain or repair a pre-engineered suppression system
Portable Fire Extinguisher Technician	Certified in accordance with NFPA 10
Fire Protection Damper Technician	Applicant is at least eighteen years of age. Has an HVAC Technician License issued by the West Virginia Division of Labor. Supply proof of passing the WVSFM Fire/Smoke Damper Technician Test or submits copies of current certificates pertaining to their license. From January 1, 2016 to July 1, 2016 in lieu of testing the applicant may supply a sworn affidavit which demonstrates he or she meets the minimum experience requirements.
Fire Protection Damper Technician In-Training	Applicant is a least eighteen years of age and shall provide documentation that he or she is enrolled in a training program.

Note:

If you have an installer license, you do not need the technician license.

Licensure Process:

Complete the application and submit along with the required documentation, the application fee & the license certification fee (payable to WVSFMO) to:

West Virginia State Fire Marshal's Office
Regulatory & Licensing Division
1207 Quarrier St
Charleston, WV 25301

LICENSE FEES

	1 Year	3 Year
Sprinkler Fitter Journeyman Design Layout Technician	\$ 100.00	\$ 175.00
Sprinkler Fitter in Training	\$ 50.00	\$ 125.00
Pre-engineered Suppression Installer Engineered Suppression Installer Fire Protection Damper Technician	\$ 50.00	\$ 100.00
Pre-engineered Suppression Technician Engineered Suppression Technician Fire Protection Damper Technician In-Training	\$ 25.00	\$ 50.00
Fire Extinguisher Technician	\$ 50.00	\$ 100.00

Application Fee:

\$ 25.00 NON-REFUNDABLE APPLICATION FEE FOR EACH NEW APPLICATION

Renewal:

Licensure will expire either annually or every three years based upon initial licensure. Renewal notices are mailed approximately 60 days prior to the expiration date. It is the licensee's responsibility to ensure renewal of the license. Please contact the division if you have a change of address. Failure to receive a renewal notice does not excuse non-renewal. Renewal fee is the same as the initial licensure fee schedule. If you fail to renew your license, you are required to resubmit a new application and supporting documentation.



Office Use Only	
Approved On:	
By:	
Lic:	

Application for Fire Protection Worker License

Applicant Information

Name			
Mailing Address			
Home Phone		Work Phone	
E-Mail Address			
Soc. Sec. Number:		Date of Birth	
Employer			

Request for Certification as (Check ALL Classifications Requested)

- ☐ **Fire Protection Layout Technician**
- ☐ **Journeyman Sprinkler Fitter**
- ☐ **Sprinkler Fitter In-Training**
- ☐ **Engineered Suppression Systems Installer**
- ☐ **Engineered Suppression Systems Technician**
- ☐ **Pre-Engineered Suppression Systems Installer**
- ☐ **Pre-Engineered Suppression Systems Technician**
- ☐ **Portable Fire Extinguisher Technician**
- ☐ **Fire Protection Damper Technician**
- ☐ **Fire Protection Damper Technician In-Training**

Statement

I hereby certify that the information contained on this application is true and complete to the best of my knowledge. I understand that any false or misleading information may result in failure to obtain licensure or subsequent revocation of my license.

Applicant Signature : _____ Date: _____